



This form is due in the Teacher and School Effectiveness office – May 1.

Dates school was cancelled due to weather or emergency condition	Reason for cancellation (i.e. inclement weather, boiler failure, gas leak that could risk student safety, etc.)	Date cancellation was made up or indicate if requesting a waiver

For dates in which a waiver is requested,
please provide reasoning for which
the rescheduling of classes would create
undue hardship to the district on the next page.

Date of cancellation in which a waiver is requested	Reasoning for which the rescheduling of classes would create undue hardship to the district

Please describe what the district has done to make every effort to reschedule classes so that students receive at least 175 instructional days.

Before the *Request for Emergency Declaration State Aid Eligibility* (SFN 51826) (a.k.a. storm forgiveness waiver) can be submitted and is eligible for review by the Governor's Office, the school district must:

1. Account for, and utilize, two or more weather related closure days as indicated in their STARS Fall School Calendar.
2. Provide a *School Calendar Amendment Request* in the form of a memo or letter to the Department of Public Instruction demonstrating that the district has made every attempt to ensure 175 full instructional days are provided to their students. The *School Calendar Amendment Request* must show the district's plan for exhausting all eligible and potential instructional days remaining in the school calendar. **These dates may include non-mandated holidays (please reference NDCC § 15.1-06-02 – School Holidays), preplanned breaks, or days between last day of school and scheduled high school graduation.**
3. Exercise all options outlined in the district's *School Calendar Amendment Request*. A district's undue hardship rationale and *Request for Emergency Declaration State Aid Eligibility* ([SFN 51826](#)) will only be considered after the school district has exercised all options outlined in their *School Calendar Amendment Request*.